



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
2000 NAVY PENTAGON
WASHINGTON, DC 20350-2000

OPNAVINST 1412.2H
N76
3 May 2002

OPNAV INSTRUCTION 1412.2H

From: Chief of Naval Operations
To: All Ships and Stations (less Marine Corps field addressees not having Navy personnel attached)

Subj: SURFACE WARFARE OFFICER (SWO) QUALIFICATION AND DESIGNATION

Ref: (a) Naval Military Personnel Manual, Article 1410270
(b) Naval Military Personnel Manual, Article 1420180

1. **Purpose.** To revise and reissue the requirement for qualification and designation as a Surface Warfare Officer (SWO).

2. **Cancellation.** OPNAVINST 1412.2G.

3. **Discussion.** SWO qualification is the direct responsibility of every 116X/119X officer and is the initial milestone in a training and qualification process that culminates in command at sea.

4. **Eligibility**

a. The following are eligible to attain designation as "Surface Warfare Qualified":

(1) Commissioned officers permanently assigned to a commissioned U.S. Navy surface ship; specifically, Surface Warfare and Special Operations trainees (116X/119X), lateral transfers into Surface Warfare, limited duty officers (LDOs) (61XX, 621X, 623X, 626X, 628X, 629X, 640X, 641X, 642X, 644X, 648X, 649X), and chief warrant officers (CWOs) (711X, 712X, 713X, 714X, 716X, 718X, 719X, 720X, 721X, 723X, 724X, 726X, 728X, 729X, 740X, 741X, 742X, 744X, 748X, 749X). 116X/119X designated officers and lateral transfers into surface warfare are required to qualify; LDOs and CWOs in the above designators are encouraged, but not required to qualify.

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(2) Permanently assigned exchange officers from the Coast Guard and foreign navies. (Authorization to wear the insignia rests with the parent service or country of the officer concerned.)

(3) Ready Reserve Officers (Inactive Duty) permanently assigned to the crew of a Naval Reserve Force (NRF) ship or a Ship Augmentation Unit (SAU) for a ship.

b. Personnel not eligible for SWO designation may use SWO Personnel Qualification Standards (PQS) to earn Additional Qualification Designators (AQDs) for qualification as Officer of the Deck (Underway) (OOD(U)), Engineering Officer of the Watch (EOOW), and Tactical Action Officer (TAO).

5. **Standards**. The intent of this instruction is that all officers seeking SWO qualification meet the same requirements and high standards of performance. An officer pursuing qualification as a SWO must:

a. Be a graduate of the Surface Warfare Officer School Division Officer Course of Instruction. Graduation validates requirement to complete Fundamentals and Systems (100/200 series) portion of SWO PQS.

(1) Surface LDOs and CWOs who are not graduates of this course are required to complete the Fundamentals and Systems (100 and 200 series) portion of the SWO PQS. This requirement may be met by achieving a minimum grade of 3.2 on a written exam covering the Fundamentals and Systems (100 and 200 Series) portion of the SWO PQS. This exam will be provided by Surface Warfare Officer School Command (SWOSCOLCOM), Newport, RI, through a routine distribution.

b. Be assigned permanent duty in a commissioned U.S. Navy Surface ship as a commissioned officer for a minimum of 9 months.

c. Satisfactorily complete all applicable Watchstation items of PQS listed in paragraph 5d through 5g. The minimum watchstation requirements to achieve SWO qualification are those items applicable to own ship's capabilities and mission areas. Commanding officers are encouraged to use every opportunity (e.g., officer exchange programs, temporary additional duty (TAD) assignments, trainer facilities, formal training) to provide exposure to all aspects of surface warfare.

d. Complete the following PQS:

(1) Basic Damage Control (NAVEDTRA 43119-G) watchstations 301-306 (Qual 1).

(2) SWO Engineering (NAVEDTRA 43101-3D)

(a) Completion of an Engineering Officer of the Watch (EOOW) qualification on any ship satisfies the requirement to complete this PQS.

(b) Non-nuclear trained officers on nuclear powered ships are required to complete the watchstation requirements for Engineering (Steam Plant), NAVEDTRA 43101-3D, watchstation 301.

(3) Small Boat Officer (NAVEDTRA 43152D)

e. Qualify and serve successfully as In Port Officer of the Deck (NAVEDTRA 43397BQ8 or other NAVEDTRA PQS specific to ship class, if applicable).

f. Qualify and serve successfully as a Combat Information Center Watch Officer or Surface Watch Officer (NAVEDTRA 43101-4DQ1, or other NAVEDTRA PQS specific to ship class, if applicable)

g. Qualify and serve successfully as an Underway Officer of the Deck (NAVEDTRA 43101-4DQ2), or other NAVEDTRA PQS specific to ship class, if applicable. For example CV/CVN Officer of the Deck (NAVEDTRA 43496-1A watchstation 303) may be completed in lieu of SWO Officer of the Deck).

h. Demonstrate effective leadership skills and proficiency in performing division officer duties.

i. After satisfying the requirements in paragraphs 5a through 5h, display a general professional knowledge of all aspects of surface warfare covered by SWO PQS (NAVEDTRA 43101-4D) and the other PQS listed above. A multi-member board, chaired by the commanding officer and composed of other qualified, experienced SWOs, shall conduct the oral examination.

6. **Timeline**. Officers designated 116X/119X must attain SWO qualification within the first 18 months of shipboard service except as otherwise provided here.

a. Commanding officers may grant an extension of time authorized for final qualification for up to 6 months (12 months

in the case of officers serving in a first tour nuclear engineering billet) when one of the following circumstances precludes completion within the 18 month time frame:

(1) Time spent in Regular Overhaul, Restricted Availability, or Tender Availability precludes an officer from completing watchstation requirements.

(2) The ship's operating schedule does not afford sufficient time underway to complete watchstation requirements.

(3) A requirement exists to complete EOW qualification or a nuclear engineering training program.

(4) An unusual shipboard assignment, personal hardship, or other unusual circumstances preclude completion within 18 months.

b. Commanding officers should solicit Immediate Superior in Command (ISIC) assistance as necessary to arrange temporary assignment to operational units to assist in the SWO qualification when the ship is encumbered by circumstances outlined in paragraph 6a or for any similar situation.

c. Upon granting an extension beyond 18 months, the commanding officer will make a letter report to Chief of Naval Personnel (CHNAVPERS) (PERS-412) copy to the ISIC and type commander (TYCOM). The report will explain the reason for delayed qualification, estimate how much additional time will be required, and comment on the officer's potential for qualification.

d. A Ready reserve Officer on inactive duty that is eligible to qualify as a SWO in accordance with paragraph 4a(3) shall meet all of the above requirements except item 5b. There is no qualification time limit for those officers.

e. If qualification has not been achieved upon transfer to another ship, the commanding officer of the ship receiving the officer shall recognize recorded attainment to date, but may require a demonstration of knowledge in any area deemed appropriate.

7. Approval of Qualification

a. Only commanding officers of surface ships may qualify officers as SWOs upon completion of all requirements listed in paragraph 5.

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b. In the interest of maintaining consistent standards of qualification, TYCOMs (including Commander, Naval Air Force Atlantic/Pacific and Commander, Submarine Force Atlantic/Pacific for surface ships in their command) and ISICs are directed to ensure the spirit and intent of this instruction are followed by units in their command. That should be accomplished by monitoring and evaluating qualifiers and qualification programs.

c. Once qualification is achieved, transfer from one ship to another shall not require requalification as a SWO or revalidation of SWO PQS. However, requalification in a particular watchstation (e.g., OOD (In Port), OOD (Underway), CICWO, etc.) in the new ship may be required as directed by the commanding officer.

8. Designation and Authority to Wear the Insignia

a. The qualifying officer is authorized to present the Surface Warfare Officer Insignia to an officer upon qualification. The achievement should be recognized at an appropriate ceremony, and relevant comments should be included in the officer's next regular fitness report. The SWO certificate (OPNAV 1412/1) may be used if desired

b. The qualifying officer shall forward notification of all SWO qualifications to CHNAVPERS (PERS-412) for all active duty officers/PERS-91 for all inactive duty officers, copy to the TYCOM and the ISIC. Upon receipt, CHNAVPERS shall:

(1) Change the designator of 116X officers to 111X, and 119X officers to 114X as directed in references (a) and (b).

(2) Assign Additional Qualification Designator (AQD) LA9 to those officers who do not change designator but are otherwise eligible to attain SWO qualification as per paragraph 4.

c. Either 111X/114X designation or an AQD of LA9 entitles an officer to wear the SWO or Special Operations Officer insignia (as appropriate) under U.S. Navy Uniform Regulations. Unrestricted line officers that earn the qualification and transfer into the staff corps or the restricted line retain the right to wear the SWO insignia unless revoked.

9. Revocation of Qualification. Revoking SWO qualification is a most serious matter, which could lead to a change of designator and termination of a career. It is an administrative action, which should be undertaken carefully when circumstances dictate.

a. A SWO shall retain such designation until it is revoked by CHNAVPERS.

b. A commanding officer, or any ISIC in the individual's chain of command, may recommend revocation of SWO designation under any of the following circumstances:

(1) Unsatisfactory performance at sea.

(2) Gross lack of professional or personal judgment and integrity.

(3) Refusal to accept or perform duties afloat.

(4) Unfitness for sea duty because of lack of seamanship, warfighting, leadership, or managerial ability.

(5) Lack of moral integrity.

c. A request for revocation of SWO qualification shall be submitted following the provisions of reference (a).

d. A recommendation for revocation shall not be made in lieu of detachment for cause, nor shall recommendations automatically be included in cases of detachment for cause. Revocation may be considered and recommended coincident with a detachment for cause but shall be handled administratively as a separate action by CHNAVPERS.

e. A recommendation for revocation should be based on both the officer's past performance and potential to continue to serve as a creditable member of the surface warfare community, either afloat or ashore.

f. Upon approval of revocation, a Surface Warfare Officer's designation shall be changed to 110X, and AQD LA9 will be removed from those officers with other than 111X/114X designators.

10. **Non-Attainment of Qualification.** Commanding officers who recognize that an 116X/119X designated officer lacks motivation, interest, aptitude, or application to qualify shall:

a. Submit a report containing the circumstances, officer's potential, and an appropriate recommendation concerning retention in the naval service, via the chain of command, to CHNAVPERS (PERS-412). Reports of fitness should also reflect

unsatisfactory progress toward SWO qualification. 116X/119X officers failing to attain SWO qualification will be processed as training attrites and will be detailed to follow-on assignments according to the needs of the Navy.

b. The officer concerned shall be afforded the opportunity to comment on the commanding officer's report. Such comments shall be appended as the first endorsement of the report, and returned to the commanding officer. The commanding officer may then make additional comments and append them to the basic report as the second endorsement. The report shall then be forwarded via the chain of command.

c. The commanding officer shall submit a report of non-attainment no later than 18 months after an officer reports on board unless an extension is granted in accordance with paragraph 6.

11. **Implementation.** The above requirements are effective as of the date of this instruction.

12. **Review.** As principal advisor to the Chief of Naval Operations on surface warfare matters, the Director, Surface Warfare Division (N76) is charged with periodic review and update of this instruction.

13. **Form and Report**

a. SWO certificates, OPNAV 1412/1 (10-83), S/N 0107-LF-014-1205, may be ordered through Navy supply channels per CD ROM NAVSUP P600 (NLL).

b. The reporting requirements contained in this instruction are exempt from reports control by SECNAVINST 5214.2B.

PHILLIP M. BALISLE
Director, Surface Warfare Division

Distribution:
SNDL Parts 1 and 2